

Citizens Statewide Lake Assessment Program (CSLAP) Coordinator

New York State Federation of Lake Associations (NYSFOLA)

Position Type: Full-Time, Year-Round

Anticipated Start Date: August 2026

The New York State Federation of Lake Associations seeks a knowledgeable, organized, and self-motivated professional to coordinate New York's premier citizen science lake monitoring program: the Citizens Statewide Lake Assessment Program (CSLAP). This is a direct leadership role that combines freshwater science, volunteer engagement, environmental education, and statewide program coordination. The successful candidate will ensure the collection of high-quality lake monitoring data, adding to four decades of scientifically based data and acquisition, while supporting volunteers and strengthening lake stewardship throughout New York State. NYSFOLA is a statewide 501(c)(3) nonprofit organization dedicated to partnering with stakeholders to preserve, protect, and enhance the lakes and watersheds of New York State. Membership includes lake associations, individuals, researchers, and lake management professionals working together to advance science-based stewardship and education.

Through CSLAP, trained volunteers and lake associations collect quality assured lake monitoring data from waterbodies across New York State through a long-standing partnership between NYSFOLA and New York State Department of Environmental Conservation (NYSDEC). The CSLAP Coordinator works closely with NYSDEC staff, volunteers, laboratory partners, and other stakeholders for the continued success of this statewide effort. While the position collaborates extensively with NYSDEC, it is an NYSFOLA position and not a direct NYSDEC appointment.

NYSFOLA is an Equal Opportunity Employer and is committed to fostering a diverse, inclusive, and welcoming workplace.

Position Summary

The CSLAP Coordinator manages the day-to-day operation and long-term success of the program under NYSFOLA's contract with NYSDEC. The CSLAP Coordinator serves as the primary liaison to volunteers, lake associations, NYSDEC Division of Water staff, laboratory partners, and other stakeholders. The position requires balancing scientific rigor with practical program administration and public engagement. Responsibilities include coordinating statewide volunteer training and monitoring efforts, maintaining accurate and timely program records, facilitating laboratory and agency coordination, interpreting, and communicating lake data, and supporting broader NYSFOLA initiatives.

The CSLAP Coordinator serves as an ambassador for citizen science and helps empower volunteers and communities to better understand and protect New York's lakes.

Key Responsibilities

Program Administration and Coordination

- Coordinate and administer statewide CSLAP activities and annual program operations.
- Serve as a primary representative and advocate for CSLAP and citizen science monitoring efforts.
- Recruit, support, and communicate with participating lake associations and volunteers.
- Manage annual participation processes, including applications, enrollment, equipment distribution, and logistical coordination.
- Coordinate with NYSDEC and laboratory partners to ensure efficient program implementation and achievement of contractual goals.
- Fulfill NYSDEC contract requirements, maintain records, prepare reports and reimbursement documentation and related administrative materials.
- Identify areas for operational improvements and participate in discussions regarding future program development.
- Maintain organized and timely records, databases, inventories, schedules, and program documentation.

Volunteer Support, Training, and Outreach

- Train and support CSLAP volunteers in lake monitoring/data gathering and provide ongoing technical assistance. Distribute and retrieve equipment; provide repair parts as required.
- Respond to inquiries related to CSLAP participation, limnology, and lake management topics.
- Develop educational materials, webinars, and training opportunities.
- Expand participation in underserved communities, including disadvantaged communities and environmental justice areas.
- Promote public understanding of citizen science and freshwater stewardship.

Scientific Monitoring and Program Development

- Work with lake volunteer samplers to meet quality control and quality assurance methodologies to maintain data quality standards in accordance with DEC requirements.
- Recommend and develop enhancements, studies, or emerging monitoring opportunities to strengthen program value and usefulness.
- Support interpretation and communication of scientific findings to both technical and non-technical audiences.

NYSFOLA Organizational Support

- Assist the NYSFOLA Executive Director and Board of Directors with planning and implementation of the annual NYSFOLA conference and other educational events.
- Contribute content and ideas for newsletters, outreach materials, webinars, and other communications.
- Support NYSFOLA initiatives related to lake stewardship, citizen science, and organizational development.
- Participate in broader organizational activities as assigned.

Qualifications

Education

- Bachelor's degree in environmental science, limnology, ecology, biology, natural resources, or a closely related field required.
- Advanced degree preferred.

Experience

Preferred qualifications include:

- Three to five years of professional experience in freshwater science, lake management, environmental monitoring, environmental education, or related work.
- Experience managing projects and coordinating multiple priorities and stakeholders.
- Experience recruiting, training, and supporting volunteers or community-based programs.
- Demonstrated leadership and public engagement experience.

Knowledge and Skills

Successful candidates should demonstrate:

- Knowledge of limnology, freshwater ecology, lake monitoring, and water quality principles.
- Excellent written, oral, and interpersonal communication skills.
- Strong organizational abilities and attention to detail.
- Ability to maintain accurate and timely records and manage multiple deadlines.
- Ability to translate scientific concepts for diverse audiences.
- Strong problem-solving and collaboration skills.
- Proficiency with Microsoft Office applications and database/spreadsheet management.
- Experience with GIS, data visualization, or emerging analytical technologies is desirable.
- Familiarity with AI-supported data analysis tools is considered a plus.

Field and Physical Requirements

- Valid driver's license and reliable transportation for statewide travel.
- Comfort working around lakes, docks, and boats.
- Ability to swim.
- Ability to lift, carry, and transport up to forty pounds of sampling equipment and supplies.
- Ability to perform field work under varying weather conditions and access outdoor sampling locations over uneven terrain as needed.

Work Environment and Schedule

- Full-time, year-round position.
- Office presence in the Syracuse region is preferred, particularly during the onboarding and training period.
- Frequent interaction with laboratory partners and statewide stakeholders.
- Travel throughout New York State required.
- Evening and weekend work may occasionally be required for conferences, meetings, trainings, and seasonal program activities.
- Workload varies seasonally, with intensive coordination demands during the May–September sampling season.

Salary and Benefits

Starting annual salary is \$73,000.

Mileage reimbursement for work-related travel is at current approved rate for non-profit organizations.

Application process

Interested applicants should send a written expression of interest with a current resume to NYSFOLAlakes@gmail.com

Any updates to the position description and recruitment process will be posted at the NYSFOLA website: <https://nysfola.org/>